

CONFIRMED MINUTES

BOARD OF TRUSTEES MEETING



At the **Board of Trustees Meeting** on **24 Jun 2024** these minutes were **confirmed as presented**.

Name:	Mahurangi College
Date:	Monday, 13 May 2024
Time:	6:00 pm to 9:40 pm (NZST)
Location:	Mahurangi College, Main Staff Room
Board Members:	Fleur Auber (Chair), Dave Morrison, Joy Saleupolu, Kim McKergow, Mathew Raffills, Nicole Callender, Nyree Norrington, Tony Giles
Attendees:	Carla Strachan

1. Welcome and Karakia

1.1 Welcome

2. Junior Curriculum

2.1 Junior Curriculum - Caroline Armstrong/Adele Holm

Caroline and Adele presented to the Board the curriculum and pedagogical changes that they have introduced over the last couple of years. Caroline thanked the Board for last year's trip to UK, saying that the things they learnt and were able to bring back to trial here were priceless.

They left the meeting at 7:20pm

3. Procedural

3.1 Interests Register

3.2 Confirm Minutes

Board of Trustees Meeting 4 Mar 2024, the minutes were confirmed as presented.



Minutes of Board Meeting 4 March 2024

Approved

Decision Date: 13 May 2024

Mover: Kim McKergow

Seconder: Nicole Callender

Outcome: Approved

3.3 Action List from Previous Meeting

Due Date	Action Title	Owner
11 Sept 2023	Friends of Mahu (FoM) Terms of Reference Status: In Progress	Tony Giles
30 Oct 2023	Counsellor in to explain issues they are dealing with and how they are addressing them. Status: On Hold	Tony Giles
11 Dec 2023	Find out from other big schools how they manage risky adventures on trips Status: In Progress	Tony Giles
13 May 2024	New classrooms, possibly prefabs Status: Completed on 15 May 2024	Tony Giles
13 May 2024	Storage for mattresses in the Wharenui Status: In Progress	Tony Giles

4. Items for Approval or Decision

4.1 Extra Credit Card \$10,000 for Curriculum Purchases

Only 2 credit cards in school, main one being Tony's and a \$2K one for International Department. Propose a third one for \$10K for curriculum purchases - card allocated to DP, Jon Blyth.



Credit Card for curriculum expenditure \$10,000

Approved, bringing the total for credit cards to \$22,000.

Decision Date: 13 May 2024
Mover: Fleur Auber
Seconded: Kim McKergow
Outcome: Approved

4.2 Overseas Trip to South Africa for Recruitment



Two staff members to South Africa to Recruit teachers

Approved (total cost around \$17K). We will look at UK next year and Canada a possibility in the future.

Decision Date: 13 May 2024
Mover: Tony Giles
Seconded: Fleur Auber
Outcome: Approved

4.3 Financial Report

Net surplus of \$62K. Uncommitted cash reserves of \$1,085K, which will allow the possible employment of an extra teacher next year.



Approve Financial Statements, Payments, Creditors, Journals and Bank Recons Jan -Mar 2024

Approved as follows:

- January 2024 month's creditors of \$422,219 approved for payment
- February 2024 month's creditors of \$369,435 approved for payment
- March 2024 month's creditors of \$399,484 approved for payment
- Payments for January 2024 totalling \$2,986,236 approved

- Payments for February 2024 totalling \$761,950 approved
- Payments for March 2024 totalling \$1,466,364 approved
- Manual Journals for January 2024 approved
- Manual Journals for February 2024 approved
- Manual Journals for March 2024 approved
- Bank reconciliation for the month ended 31 January 2024 signed as correct
- Bank reconciliation for the month ended 29 February 2024 signed as correct
- Bank reconciliation for the month ended 31 March 2024 signed as correct

Decision Date: 13 May 2024
Mover: Fleur Auber
Seconded: Nicole Callender
Outcome: Approved

4.4 Property Report

Report accepted as read.

5YA in progress.

New Build work in progress - unlikely that building will begin this year.

J Block toilets currently underway.

A Block toilets split - 3 girls and 3 neutral.

Seating/Shade - architects are slow to produce a design. Tony has requested it urgently and will get Board members together to look at plan.

Hall green paint to change to school blue.



Property Report

Approved.

Decision Date: 13 May 2024
Mover: Nicole Callender
Seconded: Nyree Norrington
Outcome: Approved

4.5 Overnight Trip Approvals

Tony raised the issue of Whangarei Boys High trip. Board charged as an entity, not as individuals. We will wait to see the final decisions. We have incorporated changes to mitigate this type of risk.



Great Barrier Island 2025

Approved in principle.

Decision Date: 13 May 2024
Mover: Tony Giles
Seconded: Dave Morrison
Outcome: Approved

The following trips were signed off by Nyree on behalf of the Board. They were not recommended for approval by the Board, so will again be included in the next meeting.

1. World Challenge trip to Borneo: 9-24/07/2024
2. L1 Geography to Rotorua: 19-21/06/2024
3. UWH Regionals to Tauranga: 21-23/06/2024
4. Hauraki Plains Exchange: 25-26/06/2024

4.6 Grant Requests - Approvals



3 Grant Applications were approved

Approved as follows:

1. A request be made to the NZ Community Trust for the amount of \$6,650.00 to purchase new sports uniforms for our sports teams
2. A request be made to the Oxford Sports Trust for the amount of \$1,752.17 to purchase Water Polo equipment for our Water Polo teams
3. A request be made to the Bluesky Community Trust for the amount of \$2,783.69 to purchase 20 Tents from Torpedo 7 for use in Education Outside the Classroom

Decision Date: 13 May 2024
Mover: Fleur Auber
Seconder: Nyree Norrington
Outcome: Approved

4.7 Policy Approvals

Policies coming up for renewal were included in the pack. Board members are to send any comments to Fleur and Nyree.

Delegated authority to Nyree to review policies with pertinent staff members and make the necessary changes. Delegated full authority to Tony to approve the policies on behalf of the Board.



Delegated authority to Nyree to make changes to policies and to Tony to approve policies

Approved.

Decision Date: 13 May 2024
Mover: Fleur Auber
Seconder: Nicole Callender
Outcome: Approved

5. Items For Discussion

5.1 Principal's Report

There was some discussion on PATs. The Board asked how they can help years 9-10 to improve. Tony noted that he would like to see additional teacher aides assigned to faculties.

Cameras in toilets - ready to go pending Board sign-off and communication to community. For how long will we store the data? Tony will ask Keith to include this in privacy statement.

The wearing of cultural taonga was discussed. Tony will ask Michael to set up a Hui to discuss the issue.

All approved cameras in communal areas of bathrooms.

Tony is looking into increased remuneration for sport TICs.



Cameras in toilets

Approved

Decision Date: 13 May 2024
Mover: Tony Giles
Seconder: Dave Morrison
Outcome: Approved



Water Fountains replacement/additional up to \$20,000

Approved

Decision Date: 13 May 2024
Mover: Tony Giles
Seconder: Kim McKergow
Outcome: Approved



Hui to discuss wearing of Taonga

Tony will ask Michael to organise a Hui to discuss the wearing of Taonga by students.

Due Date: 24 Jun 2024
Owner: Tony Giles

5.2 Health and Safety

A student retrieved a rugby ball off a roof and went through the skylight. We have received advice around replacement of skylight. Discipline around the incident. H&S committee to receive the report at their next meeting and advise Board.

5.3 Student Trustee Report

Lack of consistency between 7/8 results vs 9/10 results. So much support in 7/8, but not so much in 9/10s. Tony commented that we are looking to prepare booklets for years 9 and 10 as well. Consistency around teaching and relationships is difficult, especially as they move out of the homeroom to having numerous teachers. Further to this seating plans are required up to year 11 and highly recommended in years 12 & 13.

Guest Speaker from Attitude was very good. Are we getting more - Tony noted that there should be a second one later in the year and, unfortunately, the Police are no longer offering Healthy Relationships. We will need to see what we can do about this.

Ritchie Hardcore will be speaking to year 10s.

Canteen prices - work in progress, but costs are high. Running at a big loss.

5.4 Board Matters

NZSTA Conference - Kim is very keen and will try to make it.

NZSTA Live training events.

Board Plan - please feed back to Fleur.

5.5 Hoteo

Building consent came through, however an S37 required us to stop work until certain changes have been made. Trying to fast track it by outsourcing it. Kim is following up and requesting some urgency.

In anticipation of receiving consent, Kim has sent out an invitation to volunteers for 25/26 May and King's birthday weekend.

Significant work has been done. Received some decent donations of credit together with volunteer work as. Kim has thanked everyone who has worked to date. Would be nice to do something for donors including Bernette, Hutchinsons, etc. who have been donating thousands of dollars of pro bono work.

Next to look at programme, gear, communications - an article on progress to the community.

Nicole thanked Kim and Dave for all they are doing for Hoteo.

5.6 Communications Project

Committed as a Board to improve our communication. We have engaged Julie Jones to lead the Comms Refresh project. She has prepared the initial scope work and has started working on surveys for staff and parents.



Appointment Julie Jones to assist with Communications

Approved.

Decision Date:	13 May 2024
Mover:	Kim McKergow
Seconder:	Fleur Auber
Outcome:	Approved

5.7 Policies coming up for approval

Board members to send any comments to Fleur and Nyree.

5.8 Other Correspondence

6. In Committee

6.1 "In Committee" at 9:10 pm and out at 9:37 pm.

6.2 Approval "In Committee" Minutes

6.3 Student Behaviour: Stand Downs/Suspensions

Tony briefly discussed these. Any particular information is included in the "In Committee" minutes.

6.4 Staff Requests

7. Close Meeting

7.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Signature: _____

Date: _____